

1 **Wilton Sewer Commission – Regular Meeting April 3, 2014**

2 **Minutes – DRAFT APPROVED 5/8/14**

3 The Wilton Sewer Commission held its regular monthly meeting Thursday, April 3rd at
4 6:30 PM in the Building Inspector's office. Present: Commissioners – Tom Herlihy,
5 Chairman, Chris Carter and Tom Schultz; Clerk Joanna K Eckstrom; tax collector Jane
6 Farrell; Charlie McGettigan.

7 * **Call to Order** – chairman Herlihy called meeting to order at 6:39 PM.

8 * **2014 Income** - Jane Farrell was heard first. She gave a confirmed revenue report for
9 2013 -\$224,063.46 principal and \$4424.04 interest and costs for total \$228,427.49. She
10 also reported revenue to date (about \$10K) which includes the last of 2013 bills
11 collected in 2014. Unpaid sewer bills will be going to lien in June. (Commissioners
12 signed the last sewer warrant.

13 Question of Lemire abatement / adjustment – this is being looked into by the
14 water superintendent.

15 Jane will get quote for the public service announcement insert that is to go into
16 next bill.

17 Question of whether a tree at Fisher property on Russell St is problem for sewer
18 line. Chris Carter will look into this.

19 * **Elect new chairman** On a motion by Tom Schultz, seconded by Chris Carter, Tom
20 Herlihy was unanimously elected Chairman of commission for upcoming year. (Herlihy
21 must stand for re-election in 2015; Chris Carter will be eligible for chairman in 2015 as
22 this will be final year of his term.)

23 * **Public Input / Comment - None**

24 * **Minutes of March 6th and March 20th meetings** - A correction was made to line 41
25 of March 6th minutes to read that '18K gallons of water was used to thaw the sewer line
26 at the police station. On a motion by Tom S, seconded by Chris, March 6th minutes
27 approved as corrected.

28 On a motion by Tom S, seconded by Chris, March 20th minutes approved unanimously.

29 * **2014 Expense reports** – Pam Atwood had provided a year to date expense report
30 through 3/31, labor through February. Question of seemingly high electric bills for three
31 months – Chris thought this is due to heaters at pump stations. Joanna said she had

looked into last year's reports and bills are similar. Tom S will look into his energy survey to confirm.

Advertising – there's no line item for this in budget even though all recalled there being one. Bills for public hearing notices will get assigned to this line.

As he is most familiar with sewer system, Chris wants to review bills for contracted services before they are authorized for payment.

* **Sewer etiquette – psa insert** – Commissioners made a few minor corrections to the sewer use public service announcement; Tom S' motion, seconded by Chris to produce the insert and publish it on the website was unanimously approved.

* **Pump Station Labor and Safety** Pam Atwood is handling inoculations via LGC.

* **System report; interdepartmental business** – in general, things going smoothly.

Jet flushing – flushing should be done annually, prioritize areas to be done each year.

Chris will use system maps to prioritize and get prices from two or three contractors.

(He will use an RFQ.) Problem area has been line from McGettigan Road to elderly

housing where gravel gets into line. Charlie McGettigan suggested that the three

commissioners walk the site to see for themselves what's going on. Quotations for the

jet flushing and the walk will be discussed at May meeting.

* **Island Street Bridge update – Holden Engineering** there is yet another contractor involved in this project as Hansen backed out. The new vendor is Latulippe Bridge who quoted \$17K for the project. Chris said that T Buck Construction (contractor hired by state to rebuild the bridge) should be asked to bid on Wilton sewer department part of project). Regardless of who removes old hangers and fabricates and installs the new ones, all sewer department work must be completed by June 1st – the bridge will be closed for repairs after that.

On a motion by Tom Schultz, seconded by Chris carter, Tom Herlihy is authorized to accept Latulippe's or T Buck's quotes and get project going – unanimous.

* **Wilton Falls – Police Station line** – Chris and Charlie confirmed that there is an 18" sleeve near the railroad tracks that could be brought into service with a new sewer line. Upgrading the line here could help avoid freeze up problems.

* **Wilton Sewer Ordinance** (scanned document) Joanna put the 1987 / 1988 document into a 'workable' format . Commissioners to use their hard copies to update the

ordinance as needed for 2014 / 2015. Discussion on ordinance updates continued to future meetings as needed.

* **Milford-Wilton Inter-municipal Wastewater Agreement** Tom Herlihy got call from Milford – they were following up on a letter they sent which sewer commissioners never got. Milford has responded to the items that Silas Little, town counsel, original brought up. Tom H has forwarded the Milford letter to Silas – discussion to be continued to May.

* **Other business**

GIS mapping – a demonstration will be given on process at Selectmen's office. In meantime, water commission has grant for same – will get bids and keep sewer department apprised of collaborative projects.

Tom H - - explore getting e-mail addresses through town. Also suggests business cards for the commissioners and clerk.

Motion by Chris Carter, seconded by Tom Herlihy, the three commissioners will have *criminal background checks* done on themselves. Unanimous. Joanna will follow up on this with town and Chief Hautenen as she is doing same for Wilton Community Center.

Chris Carter, Tom Herlihy, Ken Pellerin and Mike Bergeron attended a 'Dig Safe' course on 3/17 in Nashua. Certifications of attendance / completion of the 6-hour program are pending. Tom H and Chris said how informative the program was.

Next Meeting: Thursday, May 8th

There being no other business, the meeting adjourned at 8:50 PM.

Respectfully submitted,

Joanna K Eckstrom, Clerk